

FROM	Par. 21-82	DATE RECEIVED	1 Nov. 82	DATE OF MATERIAL	20 Oct. 82	CLASSIFICATION	MPY-2066	ORIGINATOR AND	STAT
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SUBJECT Memo: Sub: Coverage Plans and Prospects

INFO	ACTION	COMMENT	CONCURRENCE	PREPARE REPLY	RECOMMENDATION	RETURN	FILE
ROUTING	DATE	INITIALS	REMARKS				
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ROUTING AND TRANSMITTAL SLIP				
1 TO (Name, office symbol or location)	Initials	<input type="checkbox"/> Coordination <input type="checkbox"/> Circulate <input type="checkbox"/> Per Conversation <input type="checkbox"/> For Correction <input type="checkbox"/> Justify <input type="checkbox"/> Initial for clearance <input type="checkbox"/> Approval <input type="checkbox"/> Signature <input type="checkbox"/> Comment <input type="checkbox"/> See Me <input type="checkbox"/> As Requested <input type="checkbox"/> Information <input type="checkbox"/> Read And Return <input type="checkbox"/> Read And File <input type="checkbox"/> Necessary Action <input type="checkbox"/> Investigate <input type="checkbox"/> Recommendation <input type="checkbox"/> Prepare Reply		
Chief, Operations Group	Date			
2	Initials			
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3	Initials			
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	Date			
REMARKS			20 October 1982	
<p>Jerry: Attached is a description of the bureau's— coverage picture and some initiatives we plan to take. I don't know how much success we will have or how much work they will generate. I'm not presenting them as a plea for more manpower (at least not yet).</p> <p>The real reason we need another monitor is the evolving bureau structure. For some time the bureau has been training supervisors, and I would like to institutionalize the new structure and get it over with. But, whether or not it is institutionalized, the fact remains that the chief monitor and three coordinators already carry out supervisory functions and are no longer full time monitors per se. This was inevitable as the bureau matured, and it is a good thing. It does place an added burden on the other monitors, however, and thus the request for an increase.</p> <p>(OVER)</p>				
FROM (Name, office symbol or location)			Date	
Tom			Phone	

OPTIONAL FORM 41

Things are still going great here, especially now that our HHE arrived. I packed enough mystery novels and unsalted peanuts for the duration (don't tell Dee about the latter). The only problem is I definitely get the feeling that leaving here will be like stepping out of a time capsule. Cheers to all.

Tom